

**TREMONTON CITY CORPORATION
DEVELOPMENT REVIEW COMMITTEE
JANUARY 31, 2024**

Members Present:

Marc Christensen, Chairman & City Manager

Chris Breinholt, City Engineer

Zach LeFevre, Parks and Recreation Director—excused

Paul Fulgham, Public Works Director

Cynthia Nelson, Deputy Recorder

Tyler Seaman, Zoning administrator (arrived at 9:37)

Aubrey Larsen, Landmark Design (filling in for Sam Taylor)

Chairman Christensen called the Development Review Committee Meeting to order at 9:34 a.m. The meeting was held January 31, 2024 in the City Council Meeting Room at 102 South Tremont Street, Tremonton, Utah. Chairman Christensen, Engineer Breinholt, Director Fulgham, and Deputy Recorder Nelson were in attendance. Director LeFevre was excused.

1. Approval of agenda:

Motion by Director Fulgham to approve the January 31, 2024 agenda. Motion seconded by Chairman Christensen. Vote: Chairman Christensen – aye, Engineer Breinholt – aye, Director Fulgham – aye, Director LeFevre – absent. Motion approved.

2. Approval of minutes—No minutes to approve at this time.

3. New Business:

a. Discussion of Saylor Townhomes located at 129 North 400 West – Braden Capener

Mr. Capener said this is the original plan. I like the townhome design with parking in the rear. In this design, there is no parking in front. Not sure yet how people are going to get from the back to the front. There is minimal overflow parking. My engineer mentioned he was trying to avoid the PUE. Can the parking be built on top of that? Engineer Breinholt said it can, but the buffer requirement is what is holding that back away from there. There is a landscape buffer requirement between the property line and the parking stalls. That can be reduced to something less with landscaping improvements. Mr. Capener said having more parking is going to be beneficial to me and the City to discourage people from parking on the street.

The Committee then discussed fencing. Mr. Capener said the current plan says I have to install a new fence along the back. Part of it is these parking stalls and adding sidewalk. Director Fulgham said the stalls are not designed to our standard (10 by 20). For the PUE, you just cannot build something permanent over it. Mr. Seaman said a complex of two or more buildings shall have fence on the perimeter. Mr. Capener said the development agreement shows the south and east fenced, but the north side is open with the common pond between the developments. Am I required to put a fence next to existing fence? Director Fulgham said work

with the property owner to see about replacing it. There is a water line stubbed in there. I believe it is four inches. Before we redid that road, the previous owner stubbed on the four-inch line. I will have to see if he is tied into a manhole for sewer. I do not remember if he did that, but for water, there is a valve in the road that goes through. Mr. Capener said we need to work on the HOA agreement and everything else is pretty well hashed out.

The Committee further discussed reducing buffer width and how that is allowed when a site plan shows extraordinary improvements above the minimum. Mr. Seaman said it already calls out a fence, something extraordinary would allow it to be reduced to under 10 feet. Mr. Capener said it is hard because we are sort of putting it on a postage stamp and are already maximizing the property. It has the five-foot sidewalk in the front and the extra deeded land for the turning lane. Engineer Breinholt said I never did get a final plan. What did they decide with this power pole? Have they figured out who it belongs to? Mr. Capener said I think that will be removed and the existing wires will be placed underground for Comcast's current construction plan. Director Fulgham said see what the engineer can get us and come back with measurements on it. Mr. Capener said I think the pond area was more of a potential open space. I was going off of some of their measurements. Director Fulgham said I did remind the other developer that the basin was supposed to be a joint venture. Engineer Breinholt said that will save you both property if it is combined. The Committee also discussed the route to get fiber into each unit. Director Fulgham said you also need to provide 0.36 water share for secondary water. Extra shares could be part of the enhancement.

Mr. Capener said these units will be 1,800 square feet, three-bedroom, two-and-a-half bath. We want them to be a little bigger, a little nicer and have more parking than people were expecting. Overall, it will be a quality project.

b. Walk-ins: There were no walk-ins.

4. Comments/Reports:

Director Fulgham said we met with Rocky Mountain Power and are trying to figure out a path forward for their electrical drawings. What we found is that they do one set of electrical drawings for the subdivision with the people who file the contract for power. They do not draw ours for streetlights until we apply for their application. There is no communication on where to lay conduit. We are trying to work that out because we do not want to apply for streetlights before they build the subdivision. We want substantial construction to be done before that, otherwise they get knocked over. We are working on that with Rocky Mountain Power. The streetlights are shown on the drawings. Engineer Breinholt is going to start requiring a separate streetlight plan drawing. Rocky Mountain Power can then lay out the power plan. We are going to come up with a new punch list to meet State requirements. Engineer Breinholt said we have to have a checklist for submittal so they know they are complete.

Engineer Breinholt said with site plans, we have never had a stop point or start point for building permits. A point where we have an approved project. Sometimes the building started

well before the site plan was approved. We need to see an approved construction site plan with my approval stamp on it before getting the building permits. I have a plat to hold over their heads on residential stuff. I do not always have a plat on a commercial site plan.

The Committee reviewed the process and how they can better work together with their new team since former City Manager Shawn Warnke has left the City and as they look to fill the City Planner position. Mr. Seaman said as more subdivisions start coming in quick, we will want to have a good, clean system set up. I think we have all the ones that are going figured out. He asked about a few of the projects that are in the works to better acquaint himself with those.

5. Public comments: No public comments.

6. Adjournment:

Motion by Director Fulgham to adjourn the meeting. Motion seconded by consensus of the Committee. The meeting adjourned at 10:46 a.m.

The undersigned duly acting and appointed Recorder for Tremonton City Corporation hereby certifies that the foregoing is a true and correct copy of the minutes of the Development Review Committee Meeting held on the above referenced date. Minutes prepared by Jessica Tanner.

Dated this 20th day of March, 2024

Linsey Nessen, City Recorder

*Utah Code 52-4-202, (6) allows for a topic to be raised by the public and discussed by the public body even though it was not included in the agenda or advance public notice given; however, no final action will be taken.